

OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION
BOARD OF REGISTRATION OF MEDICAL TECHNICIANS



MINUTES of October 4, 2016

The October 4, 2016 meeting of the Board of Registration of Medical Technicians convened at 8:00 a.m. with the following members present:

Cynthia Gray, RN, Chair
Arthur Yan, MD
William Clutterbuck, MD

Absent: None

The Board voted on a motion from Arthur Yan with a second by William Clutterbuck to approve the minutes of August 2, 2016.

QUALIFICATIONS AND REGISTRATIONS

1. **REGISTRATION REQUEST**

The Board reviewed the application of Donna Kapila and voted on a motion from William Clutterbuck with a second by Arthur Yan to process Ms. Kapila's request.

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2. The Board reviewed an e-mail which asked for clarification about the practice of medical imaging and technology and whether or not these individuals would be required to register under the Board of Registration of Medical Technicians. In addition, the Board reviewed a letter drafted by their Administrator in consultation with the Board's Attorney. The Board voted on a motion from William Clutterbuck with a second by Arthur Yan to approve the letter as amended. The information in the letter will also be posted on the Board's web site.
3. Dartmouth-Hitchcock submitted a letter requesting clarification on various aspects of the registration process and whether or not certain individuals would be required to register. Stephen Woods, Senior Employee Relations Advisor, the creator of the letter, attended the meeting to discuss its contents with the Board. The Board voted on a motion from Arthur Yan with a second by William Clutterbuck to send a hard copy of the Board's response to Mr. Woods and to add the information to the Board's web site.
4. Peter Danles, Executive Director of the Office of Professional Licensure and Certification met with the Board and provided them with an update on the consolidation of the Boards.

5. The Board's Administrator provided an update on the progress of the registration of medical technicians. More information will be provided once the ability to generate reports from the Board's database has been completed.

ADJOURN: under unanimous vote the motion to adjourn at 9:30 A.M. carried in the affirmative.

Minutes respectfully submitted by Tina M. Kelley, Administrator.

Cynthia Gray, RN, Chair

at meeting dated